



MH Counselor

Department: MH/MR/SA

Class Code: 4411

EEO Code: 22

FLSA: N

Effective: 01/04/1995

GENERAL STATEMENT OF DUTIES:

Under general supervision; performs work of moderate difficulty in providing counseling and training to adults with serious mental illness; and performs other work as required.

SPECIFIC STATEMENT OF DUTIES:

Provides counseling and training to adults with serious mental illness to enhance problem solving, employment, and social skills; coordinates and supervises activities of a club house clerical, kitchen or maintenance unit; trains and supervises members working in units; monitors unit expenditures; assesses members' skills, abilities and interests; designs training methods; provides intensive one-to-one and group instruction and supervision; monitors individual progress and provides support as needed; provides direct crisis intervention; ensures safety of individuals in crisis; coordinates services with Crisis team and case managers; provides advocacy, referrals and linkages to enhance community integration opportunities for members; performs all related documentation per Medicaid, state licensure and department standards; and performs other work as required.

REQUIRED SKILLS, KNOWLEDGE AND ABILITIES:

Considerable knowledge of current psychosocial rehabilitation approaches; of etiology of mental illness; of training methodologies for individuals with serious mental illness; of counseling methods; and of community resources for individuals with mental health issues.

Considerable skill in managing crisis situations; in communicating effectively both orally and in writing; in training program design and delivery; in crisis intervention; in maintaining detailed documentation and records.

Considerable ability to train and assist members in cooking, cleaning and yard maintenance; to conduct individual and group training; and to interact with individuals with serious mental health conditions.

MINIMUM EDUCATION AND EXPERIENCE:

Core curriculum for a bachelor's degree in social work, psychology or related field and one year of experience working with individuals with serious mental illness; or an equivalent combination of training and experience.

ADDITIONAL REQUIREMENTS:

None.

<p>This class specification is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.</p>
